

**AVALON CITY COUNCIL MEETING WILL ALSO INCLUDE A MEETING OF THE
CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY
TUESDAY, MAY 19, 2015 – 6:00 P.M.
CITY HALL COUNCIL CHAMBERS
410 AVALON CANYON ROAD, AVALON
A G E N D A**

In compliance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact Denise Radde, City Clerk (310) 510-0220. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35.104 ADA Title II). All public records relating to an agenda item on this agenda are available for the public inspection at the time the records are distributed to all, or a majority of all, members of the City Council. Such records shall be available at City Hall located at 410 Avalon Canyon Rd.

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE / INVOCATION

ANNOUNCEMENTS / WRITTEN COMMUNICATIONS

PRESENTATION

1. "Relay for Life" Proclamation will be read and presented to a representative of the event.
2. Southern California Edison will outline a detailed contingency plan explaining their proposed response to potentially stave off or delay Phase 3 water rationing on Catalina Island.

CITY MANAGER REPORT / CITY ATTORNEY REPORT

COUNCILMEMBER REPORTS / MAYOR REPORT

ORAL COMMUNICATION

Members of the public may address the City Council at this time. No action will be taken on non-agenda items at this meeting. Speakers should limit comments to three (3) minutes each.

GENERAL BUSINESS

The following item is the City Council acting as the Successor Agency to the Avalon Community Improvement Agency.

1. Tax Allocation Bonds Refinancing
The Dissolution Act for redevelopment agencies authorized successor agencies to refinance outstanding tax allocation bonds if the annual debt service payments can be lowered. Any reduction in payments on the bonds due to the refinancing will be shared by the City and the other taxing agencies, such as the school district.

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Recommended Action

Approve resolution affirming the sale of tax allocation bonds to refinance Successor Agency obligations and authorizing other related actions.

CONSENT CALENDAR

2. Actions

Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.

Recommended Action

Approve actions from the May 5, 2015 City Council meeting.

3. Expenditures Submitted for Approval

- Warrants in the amount of \$1,360,474.00
- An Electric Fund Transfer in the amount of \$96,963.72
- Two Payrolls in the amount of \$390,767.88

Recommended Action

Approve total expenditure amount of \$1,848,205.60..

4. Fats Oils and Grease Program Administration Consultant

The City of Avalon is required to establish a Fats, Oils and Grease (FOG) program in accordance with the Cease and Desist Order. City staff has been working with the additional regulatory agencies involved in this program, namely the Los Angeles County Department of Public Health and has been in contact with the local Food Service Establishments to ensure a smooth implementation. Charles Abbott Associates, Inc. submitted a proposal to administer the inspection part of the FOG program.

Recommended Action

Approve the annual not-to-exceed cost of \$46,872 for the Consulting Services of Charles Abbott Associates, Inc. to administer the Fats Oils and Grease program.

5. Human Resources Manager Services Agreement

RGS has been providing Human Resources Services through Tiffany Bose, who has been working with executive management and staff on MOU negotiations, Classification and Compensation processes and HR operations. Since October, Ms. Bose has maintained office hours on the island for one day a week. The City would like to increase her on-island presence to two days a week or a minimum of 16 hours with on-call/as-needed availability via telephone and email during the remaining balance of the 25 hour workweek.

Recommended Action

Authorize the City Manager to execute a professional services agreement with Regional Government Services (RGS) for Human Resources Manager Services.

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6. Fiscal Year 2014-15 1st, 2nd and 3rd Quarterly Treasurer's Reports
At the conclusion of each quarter throughout the fiscal year, the Treasurer is to submit to the City Council a Treasurer's report summarizing the balances in the bank and investment accounts maintained by the City under the Treasurer's control in accordance with State statutes and the City's Municipal Code.
Recommended Action
Adopt the resolution accepting the Treasurer's reports for FY2014-15 for the 1st Quarter ending September 30, 2014, 2nd Quarter ending December 31, 2014, and 3rd Quarter ending March 31, 2015.

7. Geographic Information System (GIS) Proposal
The City currently utilizes two different GIS systems to provide parcel based information as well as City infrastructure such as the salt-water lines, sewer pipes, etc. The IT Advisor was asked to evaluate the City's GIS program and determine the efficiencies and cost effectiveness of the current system. After evaluation, it was determined from both an IT and cost perspective, it would be beneficial to consolidate the data into one GIS system and host the data in-house with existing City owned equipment. Currently, both GIS systems are hosted off site.
Recommended Action
Authorize the City Manager to execute a contract with GDMS for GIS services in the amount of \$22,000.00.

8. Purchase "Sonde" Water Sensor Equipment for Avalon Bay Water Quality
In compliance with our policy to ensure water quality in our Bay, and also to fulfill the requirements of state regulations, it is necessary to monitor the characteristics of the seawaters. This device "Sonde" measures the water quality parameters and records them, to be used in compliance with Quarterly Requirements.
Recommended Action
Approve the purchase of the specialized "Sonde" water quality equipment, to replace the old existing monitor.

GENERAL BUSINESS-Public Hearing

9. Saltwater and Sewer Fees for FY 2015/2016
A public notice was mailed out to all property owners 45 days prior to this Public Hearing announcing the proposed rate increases. Unfortunately, the adjudicated paper the City is required to use to publish the necessary ads did not publish the ads that City Staff sent them. At this meeting the City Council will only be able to open the Public Hearing and receive any public comment. The hearing will need to be continued until after the proper notification can be posted in the paper before City Council can take any action on this item.
Recommended Action
Open the public hearing to hear any public comments. After all public comments have been heard, continue the Public Hearing until the June 2, 2015 City Council meeting.

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NOTICE OF POSTING

I, Denise Radde, declare that the City Council Agenda May 19, 2015 was posted on Friday, May 15, 2015, on the City's website www.cityofavalon.com, and at City Hall, 410 Avalon Canyon Road. Copies of agendas and staff reports are available at City Hall and on the City website.



Denise A. Radde, City Clerk / Chief Administrative Officer

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 1

ORIGINATING DEP: Finance Department

CITY MANAGER: BA

PREPARED BY: Chris Woidzik

SUBJECT: Tax Allocation Bonds Refinancing

RECOMMENDED ACTION(S): Approve resolution affirming the sale of tax allocation bonds to refinance Successor Agency obligations and authorizing other related actions.

REPORT SUMMARY: The Dissolution Act for redevelopment agencies authorized successor agencies to refinance outstanding tax allocation bonds if the annual debt service payments can be lowered. Any reduction in payments on the bonds due to the refinancing will be shared by the City and the other taxing agencies, such as the school district.

Refinancing Outstanding Bonds

In February 2015, the Successor Agency and the Oversight Board took the first step required to refinance the former Community Improvement Agency's 2003 Tax Allocation Bonds, Series A and 2003 Taxable Housing Tax Allocation Bonds, Series B. The Successor Agency and approved the issuance of tax allocation refunding bonds and a form of an Indenture of Trust for the bonds. The Oversight Board action approving the Successor Agency's action was submitted to the Department of Finance for approval. The Department of Finance notified the Successor Agency on April 17 that it had completed its review of the action and the Successor Agency is now authorized to proceed with refinancing so long as the requirements of the Dissolution Act are ultimately met when the refunding bonds are sold.

The former Avalon Community Improvement Agency's 2 series of bonds mature in 20 years. The interest rate is 4.85% on the 2003 Series A Bonds and 6.05% on the 2003 Series B Bonds. These bonds can be refinanced at current interest rates of approximately 3.25% and 3.95%, respectively.

The adoption of this resolution will be the final action required for issuance of the refunding bonds. The original estimated savings from the refinancing in February was \$4.2 million over 20 years. Based on current interest rates, the savings is approximately the same. The savings will be shared among affected taxing agencies as described below.

Increased Property Tax to City

Under the Dissolution Act, any tax increment not needed to pay obligations of the Successor Agency is considered "residual" and is distributed every six months to the City, the Long Beach Unified School District and Long Beach Community College. The City receives about 34% of this residual, with the school and college district sharing the balance.

A refinancing of the 2003 Series A Bonds and the 2003 Series B Bonds will lower the Successor Agency's annual debt service payments by a total of approximately \$4.2 million over the next 20 years. This will increase the residual tax increment by the same amount. Over time, the City's general fund will receive its share of approximately \$1.4 million (34%) of the savings resulting from the increase in the residual tax increment. This will result in an increase in City property tax revenues by approximately \$70,000 annually. There is no restriction on the expenditure of these funds.

Authorization Process

The Dissolution Act added a number of steps to the traditional refinancing process, and requires more time to actually get the bonds to market. The Successor Agency authorized the issuance of bonds in mid-February. The Oversight Board then adopted a resolution affirming the Successor Agency's action to refund the bonds, which was submitted to the Department of Finance for conformity with the provisions of 34177.5(a)(1) of the Dissolution Act. The Department of Finance approval was received on April 17, and staff has now prepared the final action in the refinancing process for the Board to consider.

This final action will approve the distribution of the preliminary official statement for the bonds, approve entering into a purchase contract with Piper Jaffray & Co. to underwrite the bonds and authorize any other actions needed in connection with the bonds. The Preliminary Official Statement is included with this report for the Board's review, and the form of the Bond Purchase Agreement is on file with the City Clerk. The resolution authorizes the City Manager, as the chief administrative officer of the Successor Agency, to enter into the Bond Purchase Contract so long as the principal amount of the Bonds does not exceed \$28 million (allocated between the tax-exempt bonds and the taxable bonds), the present value savings realized shall not be less than 3% of the outstanding bonds being refinanced and the underwriters' compensation is not more than 1% of the principal amount of the Bonds.

No further Oversight Board or Department of Finance approvals are needed. The bonds can be sold in mid-June, with a bond closing in July.

The Board members are asked to review the description of the Successor Agency and the financial information relating to the Successor Agency's finances that are included in the Preliminary Official Statement and communicate any changes to staff prior to June 2.

FISCAL IMPACTS: The refinancing of the 2003 Bonds is expected to generate additional property tax available to the City's general fund of \$1.4 million over 20 years. This estimate is

based on today's interest rates. Staff does not expect the bonds will be issued until late June or early July. If interest rates increase or decrease, the savings will change accordingly.

The costs to issue the combined Refunding Bonds is approximately \$340,000. This cost is paid from the bond proceeds and the debt service savings estimates already factor in the costs to be paid. The costs include bond counsel, financial advisor, disclosure counsel, rating agency fees, the underwriting commission and other miscellaneous fees. The City will also be reimbursed for staff time.

GOAL ALIGNMENT: Pursuit of additional revenues where and when available to the City.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: Potential loss to the General Fund of increased residual property tax.

FOLLOW UP ACTION: None.

ADVERTISING, NOTICE AND PUBLIC CONTACT: This item was properly posted pursuant to the Brown Act.

ATTACHMENTS: Resolution and Preliminary Official Statement.

RESOLUTION NO. _____

**A RESOLUTION OF THE SUCCESSOR AGENCY TO THE
AVALON COMMUNITY IMPROVEMENT AGENCY
CONFIRMING THE ISSUANCE OF TAX ALLOCATION
REFUNDING BONDS PURSUANT TO AN INDENTURE OF
TRUST, APPROVING PRELIMINARY AND FINAL
OFFICIAL STATEMENTS, BOND PURCHASE
AGREEMENT AND CONTINUING DISCLOSURE
CERTIFICATE AND PROVIDING OTHER MATTERS
RELATING THERETO**

WHEREAS, pursuant to Section 34172(a) of the California Health and Safety Code (unless otherwise noted, all Section references hereinafter being to such Code), the Avalon Community Improvement Agency (the "Former Agency") has been dissolved and no longer exists as a public body, corporate and politic, and pursuant to Section 34173, the City of Avalon has elected to serve as the successor entity to the Former Agency (the "Successor Agency");

WHEREAS, prior to the dissolution of the Former Agency, the Former Agency issued Avalon Community Improvement Project \$27,350,000 2003 Tax Allocation Bonds, Series A (the "Series A Bonds"), and its \$7,430,000 2003 Taxable Housing Tax Allocation Bonds, Series B, (the "Series B Bonds," and together with the Series A Bonds, the "Prior Bonds") for the purpose of financing redevelopment activities;

WHEREAS, Section 34177.5 authorizes the Successor Agency to issue refunding bonds pursuant to Article 11 (commencing with Section 53580) of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code (the "Refunding Law") for the purpose of achieving debt service savings within the parameters set forth in Section 34177.5(a)(1) (the "Savings Parameters");

WHEREAS, the Successor Agency, pursuant to Resolution No. 15-08 (the "Resolution"), adopted on February 17, 2015, approved the issuance of the Successor Agency to the Avalon Community Improvement Project Agency Tax Allocation Refunding Bonds, 2015 Series A (the "Tax-Exempt Bonds") and Taxable Tax Allocation Refunding Bonds, 2015 Series B (the "Taxable Bonds," collectively with the Tax-Exempt Bonds, the "Refunding Bonds"), subject to the Savings Parameters being met, and requested that the Oversight Board for the Successor Agency (the "Oversight Board") approve the issuance of the Refunding Bonds by the Successor Agency;

WHEREAS, the Oversight Board, by Resolution No. 15-04 (the "OB Resolution"), adopted February 18, 2015, approved the issuance of the Refunding Bonds by the Successor Agency, and the OB Resolution, together with additional materials, have been submitted to the California Department of Finance for its approval of the OB Resolution and the issuance of the Refunding Bonds;

WHEREAS, the Successor Agency, with the assistance of its disclosure counsel, Best Best & Krieger LLP, has prepared a draft of the Official Statement for the Refunding Bonds (the "Official Statement"), which contains information regarding the Refunding Bonds, the Former

Agency, the Successor Agency, and the Avalon Community Improvement Project, the preliminary forms of which is on file with the City Clerk, the Bond Purchase Agreement, which sets forth the terms and conditions of the sale of the Refunding Bonds to Piper Jaffray & Co., the Underwriter (the "Bond Purchase Agreement") and the Continuing Disclosure Certificate (the "Continuing Disclosure Certificate"), which contains certain disclosure covenants to be performed by the Successor Agency for the life of the Bonds; and

WHEREAS, the Successor Agency, with the aid of its staff, has reviewed the Official Statement, the Bond Purchase Agreement and Continuing Disclosure Certificate and wishes at this time to approve its use and distribution as in the public interests of the Successor Agency and applicable taxing entities;

NOW, THEREFORE, THE SUCCESSOR AGENCY TO THE DISSOLVED AVALON COMMUNITY IMPROVEMENT AGENCY DOES HEREBY FIND AS FOLLOWS:

Section 1. Confirmation of Approval of Issuance of the Refunding Bonds. The Successor Agency hereby confirms its actions in the Resolution authorizing and approving the issuance and sale of the Refunding Bonds.

Section 2. Approval of Bond Purchase Agreement. The Refunding Bonds are hereby authorized to be issued in the aggregate principal amount of \$21,500,000 for the Tax-Exempt Bonds and \$6,500,000 for the Taxable Bonds, provided, that the sale of the Refunding Bonds pursuant to the Bond Purchase Agreement shall be subject to the following parameters: (i) the terms of the Refunding Bonds shall be in compliance with the savings parameters set the Resolution, (ii) the net present value savings of the Refunding Bonds shall not be less than 3.00% percent, and (iii) the Underwriter's compensation (i.e., underwriter's discount), exclusive of any original issue discount, in connection with the Refunding Bonds shall not exceed 1.00% percent of the aggregate principal amount of the Refunding Bonds. The Bond Purchase Agreement is hereby approved. Each of the Mayor, as the Chair and presiding officer of the Successor Agency, or the City Manager of the City of Avalon, as the chief administrative officer of the Successor Agency (each, an "Authorized Officer"), acting individually, is authorized to, for and in the name and on behalf of the Successor Agency, negotiate, execute and deliver the Bond Purchase Agreement in substantially said form, with such changes therein as the Authorized Officer executing the same may require or approve (such approval to be conclusively evidenced by the execution and delivery thereof).

Section 3. Approval of Official Statement. The Successor Agency hereby approves the preliminary Official Statement in substantially the form on file with the City Clerk. Distribution of the preliminary Official Statement by the Successor Agency and its underwriter (the "Underwriter") is hereby approved, and, prior to the distribution of the preliminary Official Statement, the Authorized Officers are authorized and directed, on behalf of the Successor Agency, to deem the preliminary Official Statement "final" pursuant to Rule 15c2-12 under the Securities Exchange Act of 1934 (the "Rule"). The execution of the final Official Statement, which shall include such changes and additions thereto deemed advisable by the Authorized Officers, and such information permitted to be excluded from the preliminary Official Statement pursuant to the Rule, is hereby approved for delivery to the purchasers of the Refunding Bonds,

and the Authorized Officers, each acting alone, are authorized and directed to execute and deliver the final Official Statement for and on behalf of the Successor Agency, to deliver to the Underwriter a certificate with respect to the information set forth therein and to deliver to the Underwriter a Continuing Disclosure Agreement substantially in the form appended to the final Official Statement.

Section 4. Approval of Continuing Disclosure Certificate. Each of the Authorized Officers acting individually, is authorized to, for and in the name and on behalf of the Successor Agency, negotiate, execute and deliver the Continuing Disclosure Certificate in substantially the same form as contained in the appendix of the Official Statement, with such changes therein as the Authorized Officer executing the same may require or approve (such approval to be conclusively evidenced by the execution and delivery thereof).

Section 5. Official Actions. Each Authorized Officer and any and all other officers of the Successor Agency are hereby authorized and directed, for and in the name and on behalf of the Successor Agency, to do any and all things and take any and all actions, which they, or any of them, may deem necessary or advisable in connection with the issuance, sale and delivery of the Refunding Bonds. Whenever in this Resolution any officer of the Successor Agency is directed to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable.

Section 6. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED at a regular meeting of the Successor Agency to the Avalon Community Improvement Agency on this 19th day of May, 2015, by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

Ann H. Marshall, Mayor

ATTEST:

Denise A. Radde
City Clerk

APPROVED AS TO LEGAL FORM:

BEST BEST & KRIEGER LLP

Scott Campbell, City Attorney

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015
ORIGINATING DEP: City Clerk
PREPARED BY: Denise Radde, City Clerk
SUBJECT: City Council Actions

AGENDA ITEM: 2
CITY MANAGER: BA

RECOMMENDED ACTION(S): Approve City Council Actions from the regular City Council meeting on May 5, 2015.

REPORT SUMMARY: Although the live recording is the official record of public meetings, actions are prepared for the Council's approval.

FISCAL IMPACTS: N/A

GOAL ALIGNMENT: To be determined.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: N/A

FOLLOW UP ACTION: File Actions in the City Clerk's office.

ADVERTISING, NOTICE AND PUBLIC CONTACT: This item was properly listed on the posted agenda pursuant to the Brown Act.

ATTACHMENTS: City Council Actions will be provided under separate cover.

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 3

ORIGINATING DEP: Finance

CITY MANAGER: [Signature]

PREPARED BY: Chris Woidzik, Interim CFO

SUBJECT: Warrants

RECOMMENDED ACTION(S): Approve the warrants in the amount of \$1,360,474.00, EFTS in the amount of \$96,963.72 and two payrolls in the amount of \$390,767.88, for a total expenditure of \$1,848,205.60.

REPORT SUMMARY:

April 10, 2015 – US Bank Warrants #20149-20206 \$265,426.24
April 16, 2015 – EFT CalPERS Retirement \$47,744.03
April 17, 2015 – Payroll \$196,036.78
April 24, 2015 – US Bank Warrants #20207-20282 \$724,175.06
April 29, 2015 – US Bank Warrant #20283 \$49,318.52
April 29, 2015 – EFT State Board of Equalization \$1,540.00
April 30, 2015 – EFT CalPERS Retirement \$47,679.69
May 1, 2015 – Payroll \$194,731.10
May 8, 2015 – US Bank Warrants #20284-20352 \$321,554.18

GOAL ALIGNMENT: Ongoing meeting of City obligations.

FISCAL IMPACTS: There are sufficient funds available, and the expenditures are included in the adopted 2014-2015 budget.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: N/A

FOLLOW UP ACTION: N/A

ADVERTISING, NOTICE AND PUBLIC CONTACT: Pursuant to the Brown Act.

ATTACHMENTS: Audit Certificate and Warrant List

RECORD OF PAYMENTS MADE DATES BELOW FOR COUNCIL MEETING OF MAY 19, 2015

MONTH OF APRIL & MAY 2015

US BANK WARRANTS #20149-20206	\$	265,426.24	4/10/2015
US BANK WARRANTS #20207-20282	\$	724,175.06	4/24/2015
US BANK WARRANT #20283	\$	49,318.52	4/29/2015
US BANK WARRANTS #20284-20352	\$	321,554.18	5/8/2015
PAYROLL	\$	196,036.78	4/17/2015
PAYROLL	\$	194,731.10	5/1/2015
EFT - CALPERS RETIREMENT	\$	47,744.03	4/16/2015
EFT - STATE BOARD OF EQUALIZATION	\$	1,540.00	4/29/2015
EFT - CALPERS RETIREMENT	\$	47,679.69	4/30/2015

\$ 1,848,205.60

TOTAL DISBURSEMENTS

\$ 1,848,205.60

APPROVED AND AUDITED
THIS 19TH DAY OF MAY 2015

CERTIFICATE

IN ACCORDANCE WITH SECTION 32702
OF THE GOVERNMENT CODE, I CERTIFY
THAT THE ABOVE DEMANDS ARE ACCURATE
AND THAT FUNDS ARE AVAILABLE FOR
PAYMENT.

I CERTIFY UNDER PENALTY OF PERJURY
THAT THE FOREGOING IS TRUE AND
CORRECT.

EXECUTED THIS 19TH DAY OF MAY 2015

AUDIT COMMITTEE - RICHARD HERNANDEZ

INTERIM CFO - CHRIS WOIDZIK

AUDIT COMMITTEE - CINDE CASSIDY

AVALON CITY COUNCIL
MEETING OF MAY 19, 2015

CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
20284	05/08/15	78.26	AIR SOURCE INDUSTRIES	SUPPLIES - FIRE
20285	05/08/15	203.00	AMERIFLEX	FSA ADMIN FEES - ADMIN
20286	05/08/15	5,372.72	AT & T	COMMUNICATIONS - ALL DEPTS
20287	05/08/15	330.48	AT & T LONG DISTANCE	LONG DISTANCE - ALL DEPTS
20288	05/08/15	249.00	AT & T MOBILITY	COMMUNICATIONS - HARBOR
20289	05/08/15	2,769.21	AVALON FUEL FACILTIES	FUEL - ALL DEPTS
20289	05/08/15	39,402.17	AVALON FUEL FACILTIES	RESALE FUEL - FD
20290	05/08/15	55,728.21	BEST BEST & KRIEGER	CONTRACT SVCS - MARCH 2015
20291	05/08/15	9,694.77	BLUE WATER DESIGN GRP	CONTRACT SVCS - FUEL DOCK
20292	05/08/15	222.65	CARUSO FORD	SUPPLIES - GARAGE
20293	05/08/15	3,006.00	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
20294	05/08/15	1,896.83	CATALINA BROADBAND SOLUTIO	SERVICE - ALL DEPTS
20295	05/08/15	27,132.00	CATALINA EXPRESS	SUBSIDY- 1ST HLF APRIL 2015
20295	05/08/15	409.75	CATALINA EXPRESS	TRAVEL - PW/GARAGE
20296	05/08/15	210.55	CATALINA FREIGHT LINE	FREIGHT - ALL DEPTS
20297	05/08/15	148.40	CATALINA ISLAND BREW HOUSE	SUPPLIES - ADMIN
20298	05/08/15	400.00	CIMC	EMPLOYEE PHYSICALS
20299	05/08/15	696.86	CATALINA ISLAND PLUMBING	SERVICE - CITY RESTROOMS
20300	05/08/15	43.00	CATALINA LAUNDRY	SERVICE - GARAGE/HBR
20301	05/08/15	325.00	CATALINA STEAM CLEANING	CONTRACT SVCS - HARBOR
20302	05/08/15	1,235.62	CHET'S HARDWARE	SUPPLIES - ALL DEPTS
20303	05/08/15	56.10	CLASEN, AUDREY	REFUND - OVERPYMT
20304	05/08/15	4,239.90	CO. OF LA SHERIFF'S DEPT	WATERFRONT PT - MAR 2015
20305	05/08/15	423.15	COLLINS COLLINS MUIR & STEW/	LITIGATION FEES - ADMIN
20306	05/08/15	3,510.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20307	05/08/15	284.40	CONSTRUCTORS PLUS	REIMB O/P COSTS - PW
20308	05/08/15	5,580.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20309	05/08/15	6,824.20	DELTA DENTAL	DENTAL - MAY 2015
20310	05/08/15	1,180.09	DON MILLER & SONS	SUPPLIES - CITY RESTROOMS
20311	05/08/15	384.58	EAGLE ELECTRIC	SERVICE - CITY RESTROOMS
20312	05/08/15	8,375.98	EDISON	UTILITIES - ALL DEPTS
20313	05/08/15	83,168.42	ENVIRON STRATEGY CONSULTAI	CONTRACT SVCS - APR 2015
20314	05/08/15	475.00	ENVIRONMENTAL OUTSOURCE	TRAINING - PW/GARAGE
20315	05/08/15	1,260.00	FINELINE CONSTRUCTION	SUPPLIES - STEP BEACH
20316	05/08/15	200.00	GARWICK, KENT	SERVICE - SPRING FEST
20317	05/08/15	2,917.50	HELVETIC CONSULTING	CONTRACT SVCS - PLANNING
20318	05/08/15	1,180.14	INDUSTRIAL METAL SUPPLY	SUPPLIES - HARBOR
20319	05/08/15	15.00	ISLAND EXPRESS	FREIGHT - GARAGE
20320	05/08/15	30.00	JAN BEATTY	REFUND - OVERPYMT
20321	05/08/15	2,627.90	JORDAHL CONSTRUCTION	SERVICE - STEP BEACH
20322	05/08/15	1,440.00	KATIE'S KITCHEN	SENIOR MEALS - MAR/APR 15
20323	05/08/15	261.88	L.N. CURTIS & SONS	SUPPLIES - FIRE
20324	05/08/15	1,687.50	MAID IN AVALON	SERVICE - ADMIN
20325	05/08/15	1,049.84	MATTHEWS	SUPPLIES - CEMETERY
20326	05/08/15	492.45	MCMASTER-CARR	SUPPLIES - HARBOR/GARAGE
20327	05/08/15	710.93	MED-TECH RESOURCE, INC	SUPPLIES - FIRE
20328	05/08/15	-	VOID - PRINTER ERROR	VOID - PRINTER ERROR
20329	05/08/15	708.00	MR. NING'S	SENIOR MEALS - APRIL 2015
20330	05/08/15	7,701.37	OUTDRIVE EXCHANGE	SUPPLIES - GARAGE
20331	05/08/15	1,210.98	PEBBLY BEACH BUILDING SUPPL	SUPPLIES - ALL DEPTS

20332	05/08/15	517.85	PORT SUPPLY	SUPPLIES - GARAGE
20333	05/08/15	1,812.50	POST, ROCKY	CONTRACT SVCS - ADMIN
20334	05/08/15	131.91	PRAXAIR	SUPPLIES - GARAGE
20335	05/08/15	2,727.19	QUILL CORP	SUPPLIES - ALL DEPS
20336	05/08/15	4,550.00	RBF CONSULTING	CONTRACT SVCS - ADMIN
20337	05/08/15	2,000.00	REGIONAL GOVERNMENT SVCS	SUPERVISOR TRAINING CLASS
20338	05/08/15	904.75	RICOH AMERICAS CORP	COPIER LEASE - PLANNING
20339	05/08/15	652.73	RICOH USA, INC	COPIER LEASE - PLANNING
20340	05/08/15	2,362.50	ROSENOW SPEVACEK GRP	SERVICE - SA
20341	05/08/15	307.97	SAFEWAY	SUPPLIES - ALL DEPTS
20342	05/08/15	2,004.00	SANDTRAP	SENIOR MEALS - FEB/MAR 2015
20343	05/08/15	955.78	SANTA CATALINA RSRT SVCS	UTILITIES - ADMIN
20344	05/08/15	3,102.12	SHERWIN-WILLIAMS	SUPPLIES - HARBOR
20345	05/08/15	497.00	SIRIA'S CLEANING SVCS	REIMB O/P COSTS
20345	05/08/15	585.00	SIRIA'S CLEANING SVCS	SERVICE - JMF/TREMONT
20346	05/08/15	4,580.00	STATE LANDS COMMISSION	ANNUAL MOORING LEASE
20347	05/08/15	2,087.00	SUNGARD PUBLIC SECTOR	SOFTWARE LEASE - FINANCE
20348	05/08/15	837.50	SUPERIOR COURT OF LA	PARKING CITATIONS - MAR 15
20349	05/08/15	35.72	UNITED PARCEL SERVICE	FREIGHT - HARBOR
20350	05/08/15	774.29	VERIZON WIRELESS	COMMUNICATIONS - ALL DEPTS
20351	05/08/15	504.08	WITMER PUBLIC SAFETY	SUPPLIES - FIRE
20352	05/08/15	2,074.50	BADAWI & ASSOCIATES	GOVERNMENT ACCOUNT CLASS

\$ 321,554.18

AVALON CITY COUNCIL
MEETING OF MAY 19, 2015

CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
20207	04/24/15	450.00	ADVANCED WIRING	SERVICE - ADMIN
20208	04/24/15	-	VOID - PRINTER ERROR	VOID - PRINTER ERROR
20209	04/24/15	9,266.23	AMERICAN EXPRESS	CREDIT CARD CHGS - ALL DEPTS
20210	04/24/15	596.88	ANTHEM BLUE CROSS	COBRA PAYMENT - MAY 2015
20211	04/24/15	792.00	ANTONIO'S	SENIOR MEALS - MAR 2015
20212	04/24/15	72.28	ART, CAPS N' DESIGN	SUPPLIES - HARBOR
20213	04/24/15	247.76	AT & T MOBILITY	COMMUNICATIONS - HARBOR
20214	04/24/15	34.00	AVALON BAY NEWS	SUBSCRIPTION - ADMIN
20215	04/24/15	2,564.70	AVALON BOAT STAND	SUPPLIES - HARBOR
20216	04/24/15	119,292.19	AVALON ENVIRONMENTAL SVC	CONTRACT SVCS - MAR 15
20217	04/24/15	8,885.60	AVALON FUEL FACILITIES	RESALE FUEL - FD
20217	04/24/15	4,096.16	AVALON FUEL FACILITIES	FUEL - ALL DEPTS
20218	04/24/15	3,038.28	AVALON MOORING & DIVING	SERVICE - HARBOR
20219	04/24/15	191.55	A-Z LOGIC SYSTEMS	SUPPLIES - HARBOR
20220	04/24/15	12,775.02	BEYOND SOFTWARE SOLUTIONS	SERVICE - ADMIN
20221	04/24/15	434.00	BROWNELL & DUFFEY	SERVICE - ADMIN/FINANCE
20222	04/24/15	70,021.02	CALPERS	MEDICAL - MAY 2015
20223	04/24/15	2,787.67	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
20224	04/24/15	78,925.00	CHAMBER OF COMMERCE	TOT - MAY 2015
20225	04/24/15	89.50	CATALINA EXPRESS	TRAVEL - RECREATION
20225	04/24/15	26,989.20	CATALINA EXPRESS	SUBSIDY - 2ND HLF MAR 2015
20226	04/24/15	522.48	CATALINA FREIGHT LINE	FREIGHT - ALL DEPTS
20227	04/24/15	187.40	CATALINA ISLAND BREW HOUSE	SUPPLIES - ADMIN
20228	04/24/15	489.40	CATALINA ISLAND PLUMBING	SERVICE - MOLE RESTROOMS
20229	04/24/15	38.00	CATALINA LAUNDRY	SERVICE - GARAGE
20230	04/24/15	36,844.25	CATALINA TRANSPORTATION	CONTRACT SVCS - MAY 2015
20231	04/24/15	99,954.38	CO. OF LA SHERIFF'S DEPT	RESIDENT DEPUTY - MAR 2015
20232	04/24/15	617.92	COAST TO COAST SOLUTIONS	SUPPLIES - FIRE
20233	04/24/15	1,510.00	COMPOSITES ONE, LLC	SUPPLIES - HARBOR
20234	04/24/15	5,940.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20235	04/24/15	2,970.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20236	04/24/15	6,140.25	DELTA DENTAL	DENTAL - APRIL 2015
20237	04/24/15	256.00	DEWEY PEST CONTROL	SERVICE - ADMIN/HARBOR
20238	04/24/15	76.00	EAGLE ELECTRIC	SERVICE - FIRE
20239	04/24/15	9,944.37	EDISON	UTILITIES - ALL DEPTS
20240	04/24/15	127.33	ENTENMANN-ROVIN CO.	SUPPLIES - HARBOR
20241	04/24/15	83,168.42	ENVIRON STRATEGY CONSULTANT	CONTRACT SVCS - MAR 2015
20141	04/24/15	8,186.95	ENVIRON STRATEGY CONSULTANT	EMERGENCY RPR. WK
20242	04/24/15	750.00	ENVIRONMENTAL OUTSOURCE	TRAINING - PW
20243	04/24/15	300.00	ESGIL CORP.	PLAN CK SVCS - PLANNING
20244	04/24/15	1,412.28	GCR TIRES	SUPPLIES - GARAGE
20245	04/24/15	154.22	GEMPLER'S	SUPPLIES - HARBOR
20246	04/24/15	2,453.17	GRAINGER	SUPPLIES - FIRE/GARAGE
20247	04/24/15	95.21	HD SUPPLY FACILITIES MAINT.	SUPPLIES - HARBOR
20248	04/24/15	2,917.50	HELVETIC CONSULTING	CONTRACT SVCS - PLANNING
20249	04/24/15	2,050.16	IDEXX DISTRIBUTION, INC	SUPPLIES - CDO
20250	04/24/15	19,447.32	IDR ENVIRONMENTAL SVCS	HHW DISPOSAL - ALL DEPTS
20251	04/24/15	2,558.79	INDUSTRIAL METAL SUPPLY	SUPPLIES - HARBOR
20252	04/24/15	1,583.05	KME FIRE APPARATUS	SUPPLIES - GARAGE
20253	04/24/15	320.00	LIBERTY ART WORKS	SUPPLIES - FIRE
20254	04/24/15	1,950.62	LICARI, TONY	CONTRACT SVCS - MAY 2015
20255	04/24/15	18,759.00	LOCAL GOVERNMENT SVCS	CONTRACT SVCS - ADMIN
20256	04/24/15	254.49	MATTHEWS	SUPPLIES - CEMETERY
20257	04/24/15	2,475.27	MCMASTER-CARR	SUPPLIES - HARBOR
20258	04/24/15	569.18	MED-TECH RESOURCE, INC	SUPPLIES - FIRE
20259	04/24/15	1,380.00	MICROSOFT	SOFTWARE LEASE - ALL DEPTS

20260	04/24/15	225.68	MONARCH PRODUCTS	SUPPLIES - GARAGE
20261	04/24/15	684.00	MR. NING'S	SENIOR MEALS - MAR 2015
20262	04/24/15	335.69	NAPA AUTO PARTS	SUPPLIES - GARAGE
20263	04/24/15	313.85	NEWHALL COFFEE ROAST CO	SUPPLIES - FIRE
20264	04/24/15	4,400.51	OUTDRIVE EXCHANGE	SUPPLIES - GARAGE
20265	04/24/15	1,160.32	PORT SUPPLY	SUPPLIES - HARBOR
20266	04/24/15	209.67	PRAXAIR	SUPPLIES - GARGE
20267	04/24/15	1,300.00	PURCHASE POWER	POSTAGE LINE OF CREDIT
20268	04/24/15	67.47	QUILL CORP	SUPPLIES - ALL DEPTS
20269	04/24/15	23,235.43	REGIONAL GOVERNMENT SVCS	CONTRACT SVCS - ADMIN/PLAN
20270	04/24/15	3,073.67	RICOH USA, INC	COPIER LEASE - PLANNING
20271	04/24/15	1,290.00	ROSENOW SPEVACEK GRP	SERVICE - SA
20272	04/24/15	442.13	LUNA, LOY	REIMB O/P COSTS - LASD
20273	04/24/15	525.00	SIRIA'S CLEANING SVCS	SERVICE - JMF/TREMONT
20274	04/24/15	8,403.00	SIRIA'S CLEANING SVCS	CONTRACGT SVCS - APR 15
20275	04/24/15	1,608.41	SPECIALTY DOORS	SERVICE - FIRE
20276	04/24/15	1,632.00	SWRCB	PERMIT FEES - WWTP
20277	04/24/15	525.00	TRUCK RACKS PLUS	SUPPLIES - FIRE
20278	04/24/15	7.50	UNDERGROUND SVC ALERT	SERVICE - PLANNING
20279	04/24/15	31.35	UNITED PARCEL SERVICE	FREIGHT - HARBOR
20280	04/24/15	5,781.00	US BANK	CREDIT CARD CHGS - RECREATION
20281	04/24/15	9,587.50	VEGA, EDMUNDO	CONTRACT SVCS - MAY 2015
20282	04/24/15	1,383.43	WITMER PUBLIC SAFETY	SUPPLIES - FIRE
20283	04/29/15	49,318.52	CIMC	SALES TAX TRUE UP

\$ 773,493.58

WARRANT LIST

AVALON CITY COUNCIL
MEETING OF May 19,2015

CHECK NUMBER	DATE ISSUED	AMOUNT	PAYEE	DESCRIPTION
20149	04/10/15	62.70	AIR SOURCE INDUSTRIES	SUPPLIES - FIRE
20150	04/10/15	-	VOID - PRINTER ERROR	VOID PRINTER ERROR
20151	04/10/15	-	VOID - PRINTER ERROR	VOID PRINTER ERROR
20152	04/10/15	4,370.38	AT & T MOBILITY	COMMUNICATIONS - ALL DEPTS
20153	04/10/15	30,667.89	AVALON FUEL FACILITIES	RESALE FUEL - FUEL DOCK
20153	04/10/15	2,141.00	AVALON FUEL FACILITIES	FUEL - ALL DEPTS
20154	04/10/15	913.05	AVALON MOORING & DIVING	SERVICE - HARBOR
20155	04/10/15	286.20	A-Z LOGIC SYSTEMS	SUPPLIES - HARBOR
20156	04/10/15	-	VOID - PRINTER ERROR	VOID PRINTER ERROR
20157	04/10/15	80,731.33	BEST, BEST & KRIEGER, LLP	CONTRACT SVCS - JAN & FEB 2015
20158	04/10/15	11,728.18	BLUE WATER DESIGN	CONTRACT SVCS - FUEL DOCK
20159	04/10/15	94.50	CALIF. BUILDING STANDARDS COM.	QTRLY FEES - PLANNING
20160	04/10/15	657.00	CANBY, CLAUDIA	SUPPLIES - PUBLIC WKS
20161	04/10/15	9,399.35	CANDOCK WEST COAST	SWIM FLOAT PURCHASE
20162	04/10/15	463.44	CATALINA BEVERAGE	SUPPLIES - ALL DEPTS
20163	04/10/15	1,896.83	CATALINA BROADBAND SOLUTIONS	SERVICE - ALL DEPTS
20164	04/10/15	37.25	CATALINA EXPRESS	TRAVEL - LASD
20164	04/10/15	28,702.80	CATALINA EXPRESS	SUBSIDY - 1ST HLF 3/2015
20165	04/10/15	116.18	CATALINA FREIGHT LINE	FREIGHT - ALL DEPTS
20166	04/10/15	125.00	CATALINA ISLAND BREW HOUSE	SUPPLIES - ADMIN
20167	04/10/15	535.27	CATALINA ISLAND PLUMBING	S/W REPAIR WORK - PW
20168	04/10/15	200.00	CATALINA STEAM CLEANING	CONTRACT SVCS - HARBOR
20169	04/10/15	217.94	COAST TO COAST SOLUTIONS	SUPPLIES - FIRE
20170	04/10/15	334.50	COLLINS COLLINS MUIR & STEWARD	LITGATIONS COSTS - ADMIN
20171	04/10/15	5,760.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20172	04/10/15	2,520.00	CONSTRUCTORS PLUS	CONTRACT SVCS - ADMIN
20173	04/10/15	344.73	DIV. OF ADMINISTRATIVE SVCS	QTLRY FEES - PLANNING
20174	04/10/15	1,090.81	DUNCAN BOLT COMPANY	SUPPLIES - FD/HARBOR
20175	04/10/15	42,270.12	EDISON	UTILITIES - ALL DEPTS
20176	04/10/15	181.58	GEMPLER'S	SUPPLIES - PUBLIC WKS
20177	04/10/15	667.25	GRAINGER	SUPPLIES - FIRE/HARBOR
20178	04/10/15	633.69	HAMILTON, KATHERINE	CONTRACT SVCS - MAR 2015
20179	04/10/15	249.66	HARBOR FREIGHT TOOLS	SUPPLIES - HARBOR
20180	04/10/15	2,187.50	HELVETIC CONSULTING, INC.	CONTRACT SVCS - PLANNING
20181	04/10/15	7,642.25	IDR ENVIRONMENTAL SERVICES	HHW DISPOSAL - ALL DEPTS
20182	04/10/15	260.48	JUDICIAL DATA SYSTEMS	PARKING ACTIVITY - FEB 2015
20183	04/10/15	12,727.52	KOFF & ASSOCIATES	CONTRACT SVCS - ADMIN
20184	04/10/15	102.00	MARTHA FLORES	REFUND - RECREATION
20185	04/10/15	1,989.48	MATTHEWS	SUPPLIES - CEMETERY
20186	04/10/15	257.25	MCMASTER-CARR	SUPPLIES - HARBOR
20187	04/10/15	82.30	MICHAEL MCCURLEY	OVERPAYMENT - CEMETERY
20188	04/10/15	500.00	MYGOV	SOFTWARE LEASE - ADMIN
20189	04/10/15	307.32	PETTY CASH	PETTY CASH - ALL DEPTS
20190	04/10/15	125.00	PINS ADVANTAGE, INC.	SERVICE - ADMIN
20191	04/10/15	200.00	PITNEY BOWES	POSTAGE LINE OF CREDIT
20192	04/10/15	551.37	PORT SUPPLY	SUPPLIES - HARBOR
20193	04/10/15	2,012.50	POST, ROCKY	CONTRACT SVCS - ADMIN

20194	04/10/15	149.82	PRAXAIR	SUPPLIES - GARAGE
20195	04/10/15	379.32	QUILL CORP	SUPPLIES - ALL DEPTS
20196	04/10/15	500.00	RBF CONSULTING	SERVICE - ADMIN
20197	04/10/15	2,000.00	REGIONAL GOVERNMENT SVCS	SUPERVISOR TRAINING CLASS
20198	04/10/15	652.73	RICOH USA, INC.	COPIER LEASE - PLANNING
20199	04/10/15	1,430.00	RIPPETOE LAW, P.C.	LITGATIONS COSTS - ADMIN
20200	04/10/15	1,000.00	ROBERT HERNANDEZ	SUPPLIES - GARAGE
20201	04/10/15	828.55	SIRIA'S CLEANING SERVICE	SERVICE - JMF/TREMONT HALL
20202	04/10/15	196.38	SOUTH COAST AQMD	PERMIT FEES - FUEL DOCK
20203	04/10/15	395.84	STATE BOARD OF EQUALIZATION	QTRLY FEES - FUEL DOCK
20204	04/10/15	800.00	VEGA, EDMUNDO	CPI CONTRACT ADJUSTMENT
20205	04/10/15	750.00	WITTMAN ENTERPRISES, LLC	SERVICE - FINANCE
20206	04/10/15	-	VOID - PRINTER ERROR	VOID PRINTER ERROR

\$ 265,426.24

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015
ORIGINATING DEP: Administration
PREPARED BY: Jordan Monroe, Management Aide
SUBJECT: Fats Oils and Grease Program Administration Consultant

AGENDA ITEM: 4

CITY MANAGER: BA

RECOMMENDED ACTION(S): Approve the annual not-to-exceed cost of \$46,872 for the Consulting Services of Charles Abbott Associates, Inc. to administer the Fats Oils and Grease program.

REPORT SUMMARY: The City of Avalon is required to establish a Fats, Oils and Grease – FOG - program in accordance with the Cease and Desist Order No. R4-2012-0077. On the June 4, 2013 City Council meeting Ordinance 1119-13 of the City of Avalon amending Chapter 7-Sewers of Title 6- Sanitation and Health of the Avalon Municipal Code was adopted. City staff has been working with the additional regulatory agencies involved in this program – namely the Los Angeles County Department of Public Health – and has been in contact with the local Food Service Establishments - FSE - to ensure a smooth implementation.

Due to the complexity, strict guidelines and the multiple parties involved in the FOG program staff has looked to established programs in other cities as an example to reduce the learning curve for all stakeholders.

At this point City staff is almost ready to implement the program - which currently affects approximately 40 FSEs - but requires the expertise of an established FOG program administrator to insure the least amount of complications as possible.

Charles Abbott Associates, Inc. – CAA - comes recommended by Redondo Beach who utilizes the service of CAA to administer their FOG program. The not-to-exceed quote provided by CAA covers the review and completion of the administrative requirements of the program, including a step by step guide for the FSEs to ensure straight forward implementation, and complete and accurate oversight, and effective follow up due to the multi faceted and ongoing nature of the program.

It is anticipated that the services of CAA will be limited in time as once the program is fully operational the majority of the requirements and administration could be manageable by City staff. By utilizing the expertise of CAA staff does not have to 'reinvent the wheel' saving valuable time and resources.

Part of the expense of CAA can be recovered in the FOG permitting process required of the FSEs. In addition it is anticipated that the success of this program will minimize the negative impact FOG has on the sewer system, which by current estimates is 109,000 pounds of fats, oils and grease a year Environ Strategies pulls from one wet well a year, not to mention the impacts on the infrastructure itself.

One of the ongoing requirements of the FOG program are annual inspections of the FSEs to ensure compliance with the numerous requirements of the FOG program, including the proper maintenance of the Grease Control Device. These inspections are best conducted by an expert. The cost for inspections by CAA is competitive – in fact it is less costly - compared with similar service quotes the City has received for inspection services.

GOAL ALIGNMENT: City Infrastructure: Cease and Desist Order

FISCAL IMPACTS: Not-to-exceed \$46,872. A portion of the cost will be recovered in the permitting fees paid by the FSE. Undetermined savings will be realized in less maintenance of the sewer system with regards to FOG by Environ Strategy.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: Delays and potentially higher costs in the implementation of the City's FOG program.

FOLLOW UP ACTION: Execute a contract with Charles Abbott Associates, Inc. and implement the FOG program.

ADVERTISING, NOTICE AND PUBLIC CONTACT: This item was properly listed on the posted agenda pursuant to the Brown Act.

ATTACHMENTS: Charles Abbott Associates, Inc. Fee Proposal for Fats Oils and Grease (FOG) Consulting Services

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 5

ORIGINATING DEP: Administration

CITY MANAGER: BH

PREPARED BY: Ben Harvey, City Manager

SUBJECT: Human Resources Manager Services Agreement

RECOMMENDED ACTION(S): Authorize the City Manager to execute a professional services agreement with Regional Government Services (RGS) for Human Resources Manager Services.

REPORT SUMMARY: At the request of the City Council early last year, City staff researched options for human resources management services. Full and part-time, and in-house and contract options were pursued. Ultimately, City staff determined that the City's needs would be best met by a part-time Human Resources Manager offered through Regional Government Services (RGS), who would be available to be on-site at City Hall one day each week, and accessible by telephone and email otherwise. At the October 19, 2014 council meeting, City staff's recommendation was presented to the City Council, who concurred.

RGS has been providing Human Resources Services through Tiffany Bose, who has been working with executive management and staff on MOU negotiations, Classification and Compensation processes and HR operations. Since October, Ms. Bose has maintained office hours on the island for one day a week. The City would like to increase her on-island presence to two days a week or a minimum of 16 hours with on-call/as-needed availability via telephone and email during the remaining balance of the 25 hour workweek. The hourly rate remains the same at \$110.

The intent is to have Ms. Bose at City Hall at least two days each week to facilitate on-going MOU negotiations and implementation, policy development, performance management systems and workplace safety programs.

Ms. Bose is a certified Professional in Human Resources (PHR), and possesses a Bachelor's of Science degree in Public Administration. She has more than a decade of professional public sector human resources experience.

GOAL ALIGNMENT: Organizational and Staff Development.

FISCAL IMPACTS: The previous contract was for \$50,000 for FY14-15. An additional \$100,000 is requested for Human Resources management services through June 30th 2016. Monies have been budgeted in FY14-15 and additional monies will be included in the FY15-16

budget. Any year-end adjustments related to over-expenditures will be identified and adjusted in the year-end review. If approved by the City Council, the agreement with RGS will continue on a month-to-month basis, with a 30 day termination agreement.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: The City will need to identify alternatives for human resources management services.

FOLLOW UP ACTION: The City Manager will execute the professional services agreement with RGS.

ADVERTISING, NOTICE AND PUBLIC CONTACT: This item was properly listed on the posted agenda pursuant to the Brown Act.

ATTACHMENTS: RGS Agreement and Certificate of Insurance

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 6

ORIGINATING DEP: Finance

CITY MANAGER: BA

PREPARED BY: Christy Lins, Treasurer
Chris Woidzik, Interim Chief Financial Officer

SUBJECT: Fiscal Year 2014-15 1st, 2nd and 3rd Quarterly Treasurer's Reports

RECOMMENDED ACTION(S): Adopt the resolution accepting the Treasurer's reports for FY2014-15 for the 1st Quarter ending September 30, 2014, 2nd Quarter ending December 31, 2014, and 3rd Quarter ending March 31, 2015.

REPORT SUMMARY: At the conclusion of each quarter throughout the fiscal year, the Treasurer is to submit to the City Council a Treasurer's report summarizing the balances in the bank and investment accounts maintained by the City under the Treasurer's control in accordance with State statutes and the City's Municipal Code.

Accordingly, attached are the Treasurer's reports for 1st, 2nd and 3rd quarters of Fiscal Year 2014-15. As presented in these reports, the City has its funds deposited in several bank accounts designated for specific operating purposes as named on the accounts. The City invests its monies not needed for current operations within its LAIF investment account administered by the California State Treasurer.

Also presented on each Treasurer's report is information on accounts maintained by the City with oversight by the Treasurer which pertain to other entities the City oversees to provide full disclosure of all monies handled by the City.

GOAL ALIGNMENT: Meeting required disclosures.

FISCAL IMPACTS: N/A

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION: Non-compliance with State statutes and City Municipal Code.

FOLLOW UP ACTION: Fully accept Treasurer's reports and resolution document and file with appropriate staff.

ADVERTISING, NOTICE AND PUBLIC CONTACT: Pursuant to the Brown Act.

ATTACHMENTS: All attachments will be provided under separate cover.

1. 1st Quarter FY2014-15 Treasurer's Report
2. 2nd Quarter FY2014-15 Treasurer's Report
3. 3rd Quarter FY2014-15 Treasurer's Report
4. Resolution accepting the Treasurer's Report

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 7

ORIGINATING DEPT: Information Technology

CITY MANAGER: Pat

PREPARED BY: IT Advisor, Pat Grady

SUBJECT: Geographic Information System (GIS) Proposal

RECOMMENDED ACTION(S):

That the City Council authorize the City Manager to execute a contract with GDMS for GIS services in the amount of \$22,000.00.

REPORT SUMMARY:

A geographic information system (GIS) is software and data used for visualizing, analyzing, and interpreting data to understand relationships, patterns, and trends. GIS is a combination of CAD drawing files and database information to assist organizations to better evaluate land information, demographics, facilities, etc.

The City currently utilizes two different GIS systems to provide parcel based information as well as City infrastructure such as the salt-water lines, sewer pipes, etc. The Planning Department utilizes the services of Digital Maps to provide the parcel information at a yearly cost of \$7,000. The second GIS provider is RBF, which hosts the City's infrastructure data at a monthly cost of \$500 (\$6,000/year) and is primarily used by Public Works.

The IT Advisor was asked to evaluate the City's GIS program and determine the efficiencies and cost effectiveness of the current system. After evaluation, it was determined from both an IT and cost perspective, it would be beneficial to consolidate the data into one GIS system and host the data in-house with existing City owned equipment. Currently, both GIS systems are hosted off site.

The advantages of hosting the GIS information in-house are the following:

1. Data access is instantaneous as the information is housed on a local server.
2. Integration to the GIS data from other applications, i.e. Work Orders, is seamless and more efficient.
3. The information remains accessible during times of internet interruptions.

Two GIS firms, GDMS and RBF, were asked to provide proposals to bring the City's GIS data in-house along with GIS software. Some years ago, GDMS had provided the City with GIS services and an in-house solution. However, IT support was non-existent at that time. As a result, the City's GIS server was not maintained and therefore became obsolete. At that point, the City retained the services of Digital Maps for a hosted solution and RBF was selected as a secondary GIS hosting company to maintain the City's infrastructure data. However, as

circumstances have changed with ongoing IT support and services, maintaining the GIS server is no longer an issue and would be maintained along with the other servers.

With GDMS's familiarity and knowledge of the City as well as providing GIS services to the Island Conservancy, selecting GDMS is recommended.

The costs for both proposals are the following:

GDMS: \$22,000 one-time cost, \$1,000/yearly

RBF: \$27,010 one-time cost, \$3,950/yearly

Should Council approve the recommendation, GDMS estimates 30 days to implement the system.

FISCAL IMPACTS:

For FY 2014/15, the City budgeted an additional \$3,000 for GIS, above and beyond the \$13,000 budgeted for the two GIS services. Should Council approve the recommendation, the additional \$19,000 (\$22,000 - \$3,000) would be derived from reserves and split between Planning Services (102-55-3625) and Sewer Operations (107-25-5005). Any savings or over expenditures in each fund, as a result of this program, will be identified and adjusted in the year-end review.

Furthermore, the financial payback for this project is very favorable as the City would recover the one-time cost of \$22,000 in approximately 1.7 years.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION(S):

The City will continue to pay \$13,000/year for two GIS systems.

ALTERNATIVE ACTION(S):

An alternative is to cancel one of the two GIS services. For example, should the City cancel Digital Maps and continue with RBF at \$6,000/year, this would result in a cost savings of \$7,000/year. However, the data would be hosted offsite, remain dependent on an internet connection and integration with other applications would be difficult.

FOLLOW UP ACTION(S):

None

ADVERTISING, NOTICING AND PUBLIC CONTACT:

Pursuant to the Brown Act.

ATTACHMENTS:

1. GDMS proposal
2. RBF proposal

CITY OF AVALON CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 8

ORIGINATING DEP: Public Works

CITY MANAGER: BA

PREPARED BY: Dennis Jaich – Interim Director of Public Works

SUBJECT: Purchase “Sonde” Water Sensor Equipment for Avalon Bay Water Quality

RECOMMENDED ACTION(S):

That the City Council approve the purchase of the specialized Sonde water quality equipment, to replace the old worn out existing monitor.

REPORT SUMMARY:

In compliance with our policy to ensure water quality in our Bay, and also to fulfill the requirements of state regulations, it is necessary to monitor the characteristics of the seawaters.

This device (Sonde) measures the water quality parameters and records them, to be used in compliance with Quarterly Requirements. It is necessary that the Dissolved Oxygen (DO), temperature, salinity, and pH is monitored, recorded, and conducted on a quarterly basis using collecting equipment called a Sonde.

Due to the fact that this device is proprietary, and that our Plant Operators (ES) equipment is partnered and familiar with the Sonde equipment, City staff recommends the purchase of the Sonde equipment package for replacement at this time.

GOAL ALIGNMENT:

City Infrastructure

FISCAL IMPACTS:

There is a Not to Exceed (NTE) cost of \$18,000.00 for this device.

The “Sonde” Water Sensor Equipment was originally planned for implementation in Year 2 of the 10 year Capital Improvement Plan. Currently, the FY14-15 Sewer Fund 110 has funds associated with the SCADA Capital Improvement plan that will be postponed until FY15-16. Finance will move \$18,000 in budgeted dollars from line-item 110-25-6676 Capital Improvement to line-item WWTP SCADA to 110-25-6561 Capital Improvement – WWTP to support this expenditure.

CONSEQUENCES OF NOT FOLLOWING RECOMMENDED ACTION:

The old monitor is dysfunctional. If this is not replaced, our water quality monitoring reports will not be accurate.

FOLLOW UP ACTION

Allow staff to inform ES that they have approval to order and use this equipment.

ADVERTISING, NOTICE AND PUBLIC CONTACT:

Pursuant to the Brown Act.

ATTACHMENTS:

- Quote from Sonde equipment.
- Sole Source Justification – Sonde Equipment

CITY COUNCIL

MEETING DATE: May 19, 2015

AGENDA ITEM: 9

ORIGINATING DEP: Administration

CITY MANAGER: RA

PREPARED BY: Denise Radde, Chief Administrative Officer/City Clerk

SUBJECT: Public Hearing - Saltwater and Sewer Fees for FY 2015/2016

RECOMMENDED ACTION(S): Open the public hearing to hear any public comments. After all public comments have been heard, continue the Public Hearing until the June 2, 2015 City Council meeting.

REPORT SUMMARY: A public notice was mailed out to all property owners 45 days prior to this Public Hearing announcing the proposed rate increases. Unfortunately, the adjudicated paper the City is required to use to publish the necessary ads did not publish the ads that City Staff sent them. At this meeting the City Council will only be able to open the Public Hearing and receive any public comment. The hearing will need to be continued until after the proper notification can be posted in the paper before City Council can take any action on this item.